

CONFIDENTIAL

ROUTING AND RECORD SHEET

INSTRUCTIONS: Officer designations should be used in the "TO" column. Under each comment a line should be drawn across sheet and each comment numbered to correspond with the number in the "TO" column. Each officer should initial (check mark insufficient) before further routing. This Routing and Record Sheet should be returned to Registry.

FROM: Acting Chief of Logistics	NO. DATE
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TO	ROOM NO.	DATE		OFFICER'S INITIALS	COMMENTS
		REC'D	FWD'D		
1. The Comptroller					25X1
2. <i>TAS</i>			<i>15 Dec</i>	<i>JDG</i>	<i>This in accord with arrangement handled by [redacted] and agreed to by you</i> <i>3 to 4 This should be made a part of the file supporting the memo you just sent to Logistics</i> <i>4 to 5 per above note</i>
3. <i>Acting Compt.</i>				<i>AHJ</i>	
4. <i>TAS</i>					
6. 25X1					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					

Logistics Officer
5071

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Office Memorandum • UNITED STATES GOVERNMENT

TO : The Comptroller

DATE: DEC 11 1953

FROM : Acting Chief of Logistics

SUBJECT: Financial and Accounting Procedures for Property

Proceedings & Accounting Procedures for Property

25X1

1. Reference is made to page 104 of the Handbook on FINANCIAL AND ACCOUNTING PROCEDURES FOR PROPERTY, effective 1 December 1953.

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2. This Office does not deem it advisable to record in the property records of the Supply Division the transactions which reflect acquisitions from Armed Services overseas by overseas elements not under control of Supply Control Center, in the same manner as direct shipment acquisitions at Headquarters level. The work load involved in cataloging and identifying items received would not be justified in view of the limited value to be derived from these records. The receiving documents and the attached 1080's represent actions which are anywhere from two months to one year of age, and this information would be outdated for current stock status purposes on any logistical analysis.

3. It is therefore recommended that the following method be utilized for recording this type of action:

a. These transactions may be recorded as direct shipments under new transaction code 9-6, which would represent direct shipments to overseas stations from Armed Services overseas with payment effected by Headquarters. Under a nonsignificant item identification stock number 9999-999-9999, this recording would have no significance from a logistical standpoint other than to reflect the receipt and immediate reissue of the total dollar value of the property indicated on each document or group of documents.

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LO/SD/SCS/[]:rel (9 December 1953)

Distribution:

- 1 - LO
- 1 - SD
- 1 - C&L Staff
- 1 - SCS

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